

City Council

Special Meeting Minutes

July 25, 2017
City Hall, Council Chambers
749 Main Street
8:00 PM

Call to Order – Mayor Muckle called the meeting to order at 8:03 p.m.

Roll Call was taken and the following members were present:

City Council: ***Mayor Robert Muckle***
 Mayor Pro Tem Jeff Lipton
 Councilmember Chris Leh (arrived 8:40 pm)
 Councilmember Susan Loo
 Councilmember Dennis Maloney
 Councilmember Ashley Stolzmann

Council Absent: ***Councilmember Jay Keany***

Staff Present: ***Heather Balser, Interim City Manager***
 Joe Stevens, Director of Parks & Recreation
 Kathleen Hix, Director of Human Resources
 Meredyth Muth, City Clerk

Others Present: ***Sam Light, City Attorney***

PLEDGE OF ALLEGIANCE

All rose for the pledge of allegiance.

APPROVAL OF AGENDA

Mayor Muckle called for changes to the agenda and hearing none, moved to approve the agenda; seconded by Councilmember Stolzmann. All in favor.

APPROVAL OF THE CONSENT AGENDA

MOTION: Mayor Muckle moved to approve the consent agenda, seconded by Councilmember Maloney. All in favor.

- A. *Approval of Resolution No. 40, Series 2017 – A Resolution Approving an Intergovernmental Agreement by and Between the City of Louisville and the Boulder County Clerk and Recorder for the Conduct and Administration of the 2017 Coordinated Election to be Held November 7, 2017***

REGULAR BUSINESS

DISCUSSION/DIRECTION/ACTION – AGREEMENT FOR FACILITATOR FOR FOCUS GROUPS TO INFORM CITY MANAGER RECRUITMENT PROCESS

Director Hix stated the City received proposals from several HR professionals to conduct focus groups to assist and inform the City about the desired qualities and characteristics needed in the next City Manager. Based on the proposals and interviews, the working group (Mayor Muckle, Councilmember Leh, and Director Hix) recommends hiring June Ramos. Director Hix stated Ms. Ramos can customize the proposal to meet the needs of Council.

Mayor Muckle stated his support for the proposal. He felt this one rose to the top. He stated Ms. Ramos was well-qualified and he is sure she will work well with Council.

Mayor Muckle moved to approve the agreement; seconded by Councilmember Maloney. **Vote:** Motion carried by unanimous roll call vote.

DISCUSSION/DIRECTION – RECREATION ADVISORY BOARD CREATION

City Clerk Muth stated the Council has discussed replacing the Golf Course Advisory Board with a new Recreation Advisory Board. She stated staff would like direction regarding the duties of the new board. In addition, the Council will need to determine what type of membership requirements, if any, they want. This could include members that specifically represent some of the Center's larger user groups (aquatics, golf, sports, etc.). City Clerk Muth asked Council what timeframe they would like for implementation of the new board.

Mayor Muckle asked for public comment. None.

Councilmember Maloney noted his appreciation for all the work the Golf Course Board had done to date. He stated having citizen input for programs such as golf and recreation is very important. He would like the board to be made up of general residents, not those that support specific uses of the facility. He supports starting the new board in 2018 and aligning recruitment with the annual process.

Councilmember Maloney does not want to consider dissolving the Golf Board until the new Recreation Board has been created. He would like to appoint the two remaining Golf Board members to the Recreation Board for the remainder of their terms.

Mayor Pro Tem Lipton stated he wants the focus of this new board to be on recreation facilities and programs and golf. It should have a general membership and the Council can decide if members should represent certain recreation groups. He agreed the board should start in January 2018. He would like to see the board focus on mid to long-term planning for the Recreation Center.

Mayor Muckle agreed with the earlier comments and that the board should start in January. He stated there may be a time in the future we want to merge this board with the Parks Board, but not right now. He also thanked the Golf Board for their work.

Members decided the board should be seven to nine members but that can be finalized when the resolution is brought back to Council.

Staff will bring a resolution to Council for consideration in September.

DISCUSSION/DIRECTION – BOARD AND COMMISSION APPOINTMENT PROCESS & TERM LIMITS

City Clerk Muth stated Council is interested in changing the process for reviewing applicants for appointments to the various boards and commissions. Based on earlier conversations with the City Council, staff recommends a new process.

She stated for applications staff will create an application specific to each board with questions related directly to each board's duties and area of oversight. For advisory boards staff will draft the questions and have them reviewed and approved by the Council liaison to that board. For quasi-judicial boards staff will draft the questions and have them reviewed and approved by the Mayor and Mayor Pro Tem.

Mayor Muckle requested that each board also review the questions.

Muth suggested allowing residents to apply for as many boards as they wish.

She noted that in earlier conversations about term limits discussion centered around limiting to two terms. Staff suggests members may serve up to two consecutive terms for all boards except Planning Commission. Members may serve up to 12 consecutive years on Planning Commission (equal to two of the Commission's six-year terms). There would be a required one-year respite from serving on a board before reapplying. Council may recruit/appoint a member beyond the two-term limit if there are no other qualified candidates for the position. She noted that frequently people are appointed to shorter one or two-year terms to fill a vacancy on a board and asked Council how those years should be counted as they relate to the term limits.

City Attorney Light stated it is possible to craft regulations that term limits can be bypassed if no other candidates are interested in serving. He added State law does not count partial terms against a term limit for City Council members.

City Attorney Light recommended the Council not impose term limits on the Revitalization Commission (LRC) as it is a separate legal entity from the City recognized by statute. The Council could ask the LRC to adopt term limits as a part of their bylaws rather than do so by ordinance. Mayor Pro Tem Lipton noted the Council can control LRC terms by appointing new members so he is comfortable not asking them to change their bylaws.

Mayor Pro Tem Lipton proposed any new term limits begin with the 2017 appointees. He stated his support for limiting all board members to 12 years.

Mayor Muckle noted he is not supportive of term limits in general, but as it is part of the discussion he would not want to count partial terms towards a maximum number of years. He supports the one-year respite and the ability to appoint a term-limited member if there are no other interested applicants. If there term limits, he suggested the limit be 12 years.

Councilmember Leh arrived at 8:40 pm.

Members discussed if partial terms should be counted towards the term limit. Mayor Muckle suggested not counting them; Councilmember Maloney suggested they be included.

Councilmember Stolzmann stated it is important to get engagement of a cross section of residents and allowing people to serve for many years limits community participation.

Councilmember Leh stated he does not support term limits in general as the institutional knowledge members bring to a board is important.

Staff will come back with a suggestion on how term limits could be handled.

Muth stated staff recommends keeping the existing practice for mid-year appointments. Staff will keep applications on file for one year following the appointment process. For a mid-year vacancy staff will first look for a candidate from the applications from the previous year. If there are no applicants from the previous round of appointments or none are interested, staff will post the opening for new applicants. Mayor will interview applicants by phone and make a recommendation to the full Council for appointment. Mid-year appointments last only until the end of the calendar year. Appointees may reapply for the board during the annual appointment process. Mid-year appointments will not count towards the term limit

Mayor Pro Tem Lipton stated that interviews should be conducted by the Mayor and the Council liaison for advisory boards and the Mayor and Mayor Pro Tem for quasi-judicial board. Members agreed.

Muth recommended three possible options for the initial review of applications: Option 1: Mayor appoints two members to review all the written applications and determine which applicants to interview. Option 2: all members of City Council review the written applications then hold a Special Meeting to determine which applicants to interview. Option 3: could be some combination of Options 1 and 2.

Mayor Pro Tem Lipton stated we need a more in depth interview process for the candidates. Councilmember Maloney agreed.

Members discussed many options for the initial review. Members agreed on the appointment of a subcommittee which would review the applications in a public meeting and then make a recommendation to the full council regarding who to interview.

Muth reviewed the direction from the discussion: Applications will include specific questions for each board, questions will be reviewed by each board; residents can apply to as many boards as they wish; staff will bring back a suggestion on term limits; mid-year appointments will include an interview with the board liaison or the Mayor Pro Tem; and the Mayor will appoint two members to a subcommittee to review the applications and make a recommendation on who to interview.

COUNCIL COMMENTS, COMMITTEE REPORTS, AND IDENTIFICATION OF FUTURE AGENDA ITEMS

Councilmember Stolzmann stated Louisville and Superior have been awarded a grant for a monitoring and management system for McCaslin Blvd. and US 36 traffic flow.

Councilmember Stolzmann asked for an update on the Metro Mayors idea of starting a Regional Transportation Authority. Interim City Manager Balser stated this is a very early discussion. Staff will bring information back if the idea coalesces into something.

Members will get Director Hix the dates they are available for a meeting with the City Manager recruitment firm.

ADJOURN

Members adjourned the meeting at 9:14 pm.

Robert P. Muckle, Mayor

Carol Hanson, Deputy City Clerk